



## **BUSINESS LICENSE INSPECTION CHECKLIST**

The city of Atwater Building Division conducts business license inspections for new and re-newel business licenses. The following checklist is meant to help guide **and does not include all code related issues that may be seen on site during an inspection.** This list is for existing properties /business(s) to help facilitate a rapid turnaround for business license issuance.

**\*\* NOTICE ALL COMMERCIAL/INDUSTRIAL STRUCTURES BUILT IN OR AFTER 1993 MUST MEET ACCESSIBLE REQUIREMENTS AS PER THE STATE ATTORNEY GENERALS OFFICE MANDATE \*\*** All other commercial and industrial structures and properties built before 1993 must do their utmost to comply. For a thorough accessible evaluation of your business or property please refer to the Division of the State Architect webpage <http://www.dgs.ca.gov/dsa/Programs/programCert/casp/consumerfaq.aspx> for a CAsp (accessibility) evaluation. It is not the intention of the building division to conduct a CAsp(accessible) inspection at business license inspection, it is the intent to notify tenant or property owner of potential accessible issues. For CAsp related question(s) please contact the building division at (209) 357-6346.

**A BUILDING PERMIT IS REQUIRED FOR ANY NEW FRAMING, NEW ELECTRICAL, PLUMBING, AIR CONDITIONER, COMMERCIAL HEATERS, WALLS, ETC. PRIOR TO BUSINESS LICENSE INSPECTION**



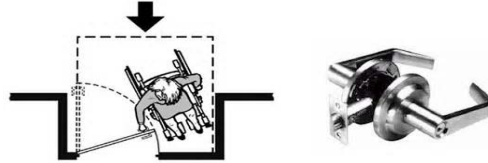
1. "EXIT" signs are compliant ( **either lighted with battery backup** or **UL 924** approved photo luminescent or self-luminous). Shall be installed above each EXIT door. *Ref CBC 1013.5*



2. Tactile/ Braille(Grade 2) "EXIT" sign shall be installed on the strike side of the exit door(s). They shall be installed 48" minimum & 60" maximum above finished floor. *Ref CBC 1013.4 & 11B-703.4.1*

3. **“THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED”** sign with 1” letters shall be installed on the egress side or adjacent to the emergency egress(exit) door(s).*Ref CBC 1010.2.4ss3.2)*

4. Door hardware on “EXIT” doors are of approved “shall have a shape that is easy to grasp with one hand and does not tight grasping, tight pinching or twisting of the wrist” *Ref CBC11B404.2.7*



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5. Electrical system will be tested to insure safety by testing outlets, looking for any open or unsafe wiring issues, also make sure that any electrical service panel is properly installed and breakers are marked for use in permanent marker, **no clutter/debris or merchandise is blocking service panels keep 36” deep x 36” wide clearing and nothing above panels.** *Ref CEC 110.26 (A)(1)* **▲ BUILDING PERMIT IS REQUIRED FOR ANY NEW ELETRICAL TO BE INSTALLED.**

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6. Aisles width minimum 36” (50 or less occupancy load) 44”(50+ occupancy load). *Ref CBC 1005.2 & CBC 1018.3 & CBC 1018.4*

7. That sales counters are accessible no more than 38” in height *CBC-11B 904.4.3.2 counter edge shall be 2”max above the top of counter*

**Check Writing Surfaces.** Where provided, check writing surfaces shall comply with CBC Section 11B 904.3.3.(28min-34”max above floor)

8. All plumbing is up to code and safe i.e. water heaters have two approved seismic straps, gas lines are in good shape, sink drain lines/water lines are installed correctly and without leaks. **▲ BUILDING PERMIT IS REQUIRED FOR ANY NEW PLUMBING TO BE INSTALLED**

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9. Public Use Restrooms should be made accessible with proper signage. CBC Section 11B-703.4.2

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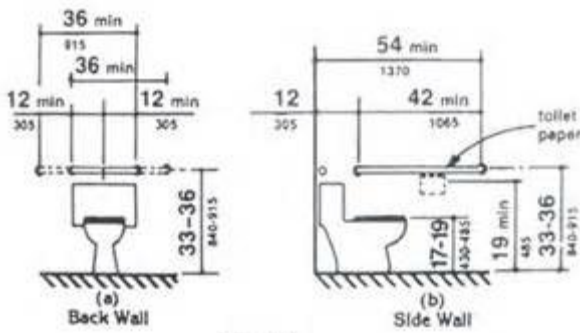
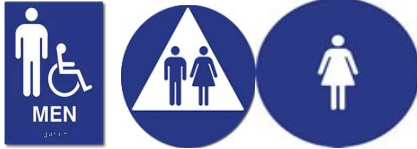
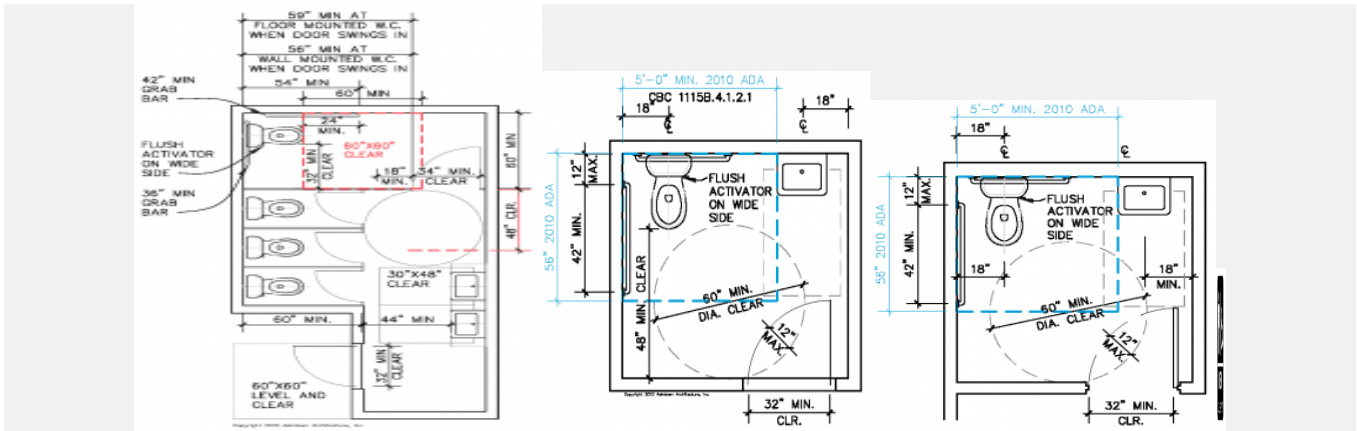
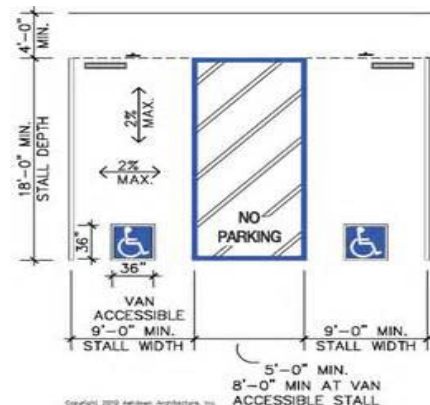


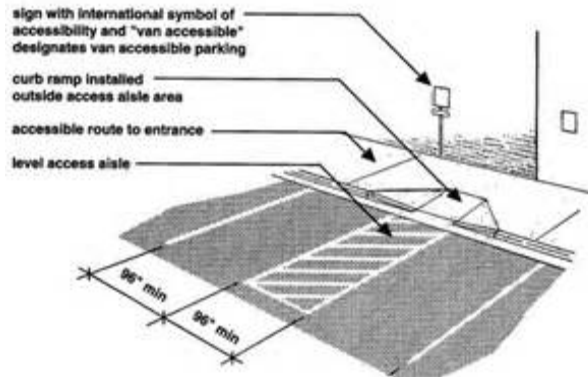
Fig. 29  
Grab Bars at Water Closets



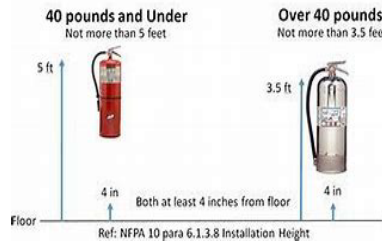
10. Public parking area(s) should have the proper amount of accessible parking stalls, also State approved signage and stalls with compliant striping and markings also in place. CBC Chapter 11B-502.1



TOTAL PARKING SPACES PROVIDED	REQUIRED MINIMUM NUMBER OF ACCESSIBLE SPACES
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total
More than 1,000	20 plus one for each 100 over 1,000



#### Fire Extinguisher Mounting Height



There is a certified portable fire extinguisher(s) located in conspicuous locations where they will be readily accessible and immediately available for use and shall not be obstructed or obscured from view CBC 906.3.1 **Max travel distance from cooking equipment 30 feet** CBC Section 906.1 & CFC Section 906.1 or as prescribed by the city fire code officials.

11. If there is a fire sprinkler system within the building or suite then it will be checked for certification status(1 year and 5 year), and that all sprinklers are unblocked (**18" clearance below head**) and positive condition of sprinklers is verified.

12. Verify that no structural issues are present within the proposed business or main building.

**BUSINESS LICENSE INSPECTIONS ARE CONDUCTED ON  
TUESDAY'S and THURSDAY'S**

**To set up a business license inspection call 1(209) 357-6346 or (209)357-6343**

Please contact your Atwater Building Division with any questions or concerns at:

1(209) 357-6343

Or by email [mpereida@atwater.org](mailto:mpereida@atwater.org) or [building@atwater.org](mailto:building@atwater.org)

cc. City Manager Lori Waterman, Mayor , Councilman, Mayor Pro Tem , Councilman, Councilman  
Danny Ambriz.